

OCEAN VIEW REGIONAL LOCAL HUMAN RIGHTS COMMITTEE

Minutes (Draft)

Date of Meeting: Monday, January 14, 2013

- **BOARD MEMBERS PRESENT:**

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| ➤ Michael Vann | - Member |
| ➤ Odulia Brown | - Member |
| ➤ Rosalyn Wiggins | - Member |
| ➤ Barbara Johnson | - Member |

- **OTHERS PRESENT:**

- | | |
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| ➤ Reginald Daye | - Regional Advocate |
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- **AFFILIATES PRESENT:**

- | | |
|--------------------------------|-------------------------------------|
| ➤ B&M Group Homes, LLC | - Wanda Scarbough, |
| ➤ Compasion, LLC | - Leteacia Sessoms, George McGaskey |
| ➤ Divinely Directed Services | - Crystal Hoffer |
| ➤ Dreamz, LLC | - Charlene Wimbish |
| ➤ Essential Family Services | - Renee Sandifer |
| ➤ Faith, LLC | - Kinisha Greene, LaTasha Maul |
| ➤ Jen & C Home Care | - Narcisa B. Dela Cruz |
| ➤ Renaissance Family Care, LLC | - Elijah Sharp |
| ➤ Sister's Choice | - Ann V. Welch |

CALL TO ORDER:

Ms. Odulia Brown called the meeting to order at 10:05 AM for the purpose of hearing business pertaining to the agenda, transactions, or other matters that may be presented to the committee. The meeting was at the 5700 Thurston Avenue, Virginia Beach, VA 23455. Affiliates introduced their organizations and remarked about the services they provided.

REVIEW AND APPROVAL OF AGENDA

January 14, 2013 Agenda was reviewed and amendments were made:

- Divinely Directed to present policy for Surveillance Camera (Old Business)

Action: Ms. Wiggins made a motion to approve the agenda as amended.

Second: Ms. Johnson

Vote: Unanimous

REVIEW AND APPROVAL OF MINUTES: The October 22, 2012 LHRC minutes was reviewed and no amendments were made. Approved minutes will be posted within three (3) days.

Action: Ms. Wiggins made a motion to approve the minutes as amended.

Second: Ms. Johnson

Vote: Unanimous

PROVIDER REPORTS: All providers noted below went over their 4th quarter 2012 (10/01/2012- 12/30/2012) reports and their Annual Cumulative reports during the meeting:

1. B & M Group Home -5 individuals, 0 Status of Allegations of Abuse and Neglect, 0 Complaint Cases
2. Compassion, LLC – 204 Individuals, 0 allegations, 5 restraints, 0 Status of Complaint Cases
3. Divinely Directed Services – 5 individuals, 0 admissions, 0 allegations. 0 Complaint Cases
4. Dreamz, LLC – 0 admissions, 0 allegations of Abuse and Neglect, 0 Complaint Charges
5. Essential Family services –23 individuals, 2 admissions 0 Status of Allegations of Abuse and Neglect, 0 Complaint Charges – Other 1 death
6. Faith, LLC - 0 individuals, 0 admissions, 0 Allegations of Abuse and Neglect, 0 Complaint Charges
7. Family Determination, LLC - Program will need to present the reports at the next meeting.
8. JEN & C Home Care – 7 individuals, 0 admissions, 0 Allegations of Abuse and Neglect.
9. Neighborhood Empowerment and Transformation Report Quarter –No report/ (Absent) - Program will need to present the reports at the next meeting.
10. Renaissance Family Care - 2 individuals, 0 admission, and 0 Allegations of Abuse Neglect
11. Sisters Choice – 0 individuals, 0 admissions, 0 Allegations of Abuse and Neglect, 0 Complaints

REMARKS FROM THE REGIONAL ADVOCATE: Mr. Daye also reminded the affiliates about the new procedures around reporting deaths and serious incidents to DBHDS Central Office- in Richmond. Those reports no longer come to his office. SIR and Deaths are to be reported to fax number (804) 992-0066. Mr. Daye advised providers if they have any questions, they should speak with advocates from his office, however the questions should not be directed to his secretary. Mr. Daye reminded providers to submit their Seclusion/Restraint Report due 1/15/13 to DBHDS- Quality Assurance Office. Mr. Daye reiterated the requirement to submit reports to committee members two weeks prior to the meeting.

Mr. Daye informed committee that OVRLHRC is at full membership. However, Ms. Brown and Ms. Wiggins terms will end June 30th and that members are responsible for locating new board members to fill those positions. Mr. Daye noted that Debbie Coley (Chairperson) was absent and that she had notified board members/committee prior to meeting.

Ms. Renee Sandifer, (Essential Family Services) inquired about the procedure for reporting incidents on quarterly reports if provider has multiple services. Mr. Daye responded that general information should be submitted as usual. Specific information should be submitted on separate tear off form due to HIPPA regulations.

Jen Care asked for clarification on whether or not bed rails were considered using restraints. Mr. Daye referred her back to the initial assessment and their policies concerning individual needs. Due to the many variables to consider such as, is there a court order, Authorized Representative, etc. He also educated providers concerning their responsibilities if they are receiving individuals from the training centers. Providers need to determine if they can accommodate the needs of the individuals they plan to take from the training centers and that amendments may be necessary their existing policies. (Providers cannot just piggy back off of the policies/plans that were in place from the training center.

It was determined that Divinely Directed needed to amend their 4th quarter and annual reports. They will resubmit to the LHRC.

OLD BUSINESS:

- Divinely Directed presented requested amendments to their Surveillance Camera policy. Mr. Daye supported approval of the policy after confirming that they would not use audio.

Action: Ms. Wiggins made a motion to approve the agenda as amended.

Second: Ms. Johnson

Vote: Unanimous

Dreamz, LLC will present their Behavioral Management Policies at next meeting for approval. Dreamz will send highlighted corrections to board members two weeks prior to next meeting.

Sister's Choice will present their Behavioral Management Policies at next meeting for approval. Sister's Choice will send highlighted corrections to board members two weeks prior to next meeting.

TREASURER REPORT: (Provider information only): The Treasurer report was distributed to all in attendance for information.

PUBLIC COMMENTS: There were no individuals who addressed the committee during the public comment period.

NEXT SCHEDULED MEETING

The next regular OVLHRC meeting is scheduled for **Monday, April 15, 2013 @ 10:00am at Compassion, 5700 Thurston Avenue, suite 209, Virginia Beach, Virginia**
Telephone number (757) 965-7450.

CLOSED SESSION

At 11:08pm, Ms. Brown moved that the OVLHRC go into executive session, pursuant to Virginia Code 2.2-3711(A), for the protection of privacy of individuals and their records in personal matters not related to public business, namely to review abuse allegations involving Divinely Directed Services. R. Wiggins seconded the motion.

RECONVENED IN OPEN SESSION

At 11:17pm, a motion was made by Ms. Brown to reconvene into Open Session. Motion seconded by B. Johnson and each member so certified that to the best of each members knowledge only private business matters lawfully exempted from statutory open meeting requirements and only private business matters identified in the motion to convene the executive session were discussed in executive session.

LOCAL HUMAN RIGHTS COMMITTEE RECOMMENDATION

Divinely Directed Services: No recommendations

ADJOURNMENT: The LHRC meeting was adjourned at 11:21 p.m.

Respectfully submitted

Wanda Scarbough